



## CENTER FOR EXECUTIVE HEALTH

### Wellness Center

Contact Nos.: 771-9000 Loc. 8456 / 8457 Direct line: 876-5796

Fax: Local 5904 Email Address: [exechealth@asianhospital.com](mailto:exechealth@asianhospital.com)

Office Hours: Monday to Friday 7:00am to 5:00pm

Saturday 7:00am to 4:00pm

## **PATIENT INSTRUCTIONS** **Inpatient Health Maintenance Package A**

### FOOD AND SUPPLEMENT INTAKE:

- **Take nothing by mouth (NPO) beginning at 10:30 AM on the day of your executive check-up.** We recommend **4-6 hours of fasting in preparation for the ultrasound.** However, if you have undergone Total Cholecystectomy or removal of the gallbladder you may disregard the fasting preparations, sips of water when taking medicines may be allowed.

### SPECIMEN COLLECTION AND PREPARATION:

- For best results, urine and stool samples should be **less than 2 hours old. For liquid/watery stool samples, it should be submitted within one (1) hour.** Collection may be done at home and specimen must be submitted to the nurse/clinical aide upon arrival at the Center for Executive Health (CEH), or may be collected during the check-up period.
- **For Female Patients:**
  - **For Papsmear and Mammography:** Kindly schedule your executive check-up (7-10) days after your 1<sup>st</sup> day of menstruation.

### PROPER COLLECTION OF URINE:

- Collection of urine sample is ideally done in the morning and **placed it in a sterile container provided by the laboratory or you can buy container at any drug store.**
- Collect urine sample in the midstream.
  - \* *Urine samples should not be contaminated with water, feces, soap, chemicals and other contaminants which may interfere with the result.*
  - \* *If the urine collection was done outside the hospital, please make sure to submit the sample within two hours.*

### PROPER COLLECTION OF STOOL:

- Open the container provided by the **laboratory or you can buy container at any drug store.** Using spoon attached to cap of lid, obtain scoops of stool from any areas which appear bloody slimy, or watery and place them into the vial up to 5 to 6 tablespoons. If stool is hard or formed, collect about the size of a large walnut or usually size of the thumb approximately 20 to 40 grams from each end and the middle of the specimen.
- Stool samples should not be contaminated with urine, water, soil, mineral or castor oil, anti-diarrheal compounds, radiologic contrast medium or barium.



- There should be an interval of **at least 1 week** after ingestion of non-absorbable diarrheal compounds (e.g. Diatabs and Imodium), antacids, bismuth and mineral oil

#### **PREPARATIONS FOR SKIN ANALYSIS:**

- Do not wear any makeup and jewelries as it will affect the results of the Skin Analysis.
- Avoid wearing bright color top. Black or white shirt is preferred.
- For Female, kindly tie your hair or wear headband.
- For Male, please shave beard and mustache. If applicable.

#### **OUTFIT:**

- Please wear comfortable clothes preferably white shirt, jogging pants, and rubber shoes for your and for radiological examination and other tests. We encourage you to bring extra clothing for change after the procedure.
- There may be areas with extreme temperature. We recommend that you bring a jacket or sweater.

#### **OTHER INSTRUCTIONS:**

1. Kindly fill out the Admitting Record for documentation purposes. The provided information will aid us in the registration process.
  2. Please proceed to the **Admission Office located on the Upper Ground Floor of the hospital building on or before 1:00 PM (for strict compliance).**
  3. CEH would like to ensure your safety and maintain efficiency of service. Please be advised that **only one (1) companion per patient is allowed during the check-up.** We also advise to **avoid bringing children below seven (7) years old** to avoid unnecessary exposure to hospital illnesses.
  4. For patients under an accredited Company, Insurance or HMO, a copy of the medical results of your package will be given upon discharge. For self-pay clients, original medical results will be provided.
  5. CEH patients are entitled to **FREE parking** at the hospital's basement parking area. Please bring your parking ticket at the CEH and present to the staff on duty for validation.
  6. For cancellation of your appointment, please call the Asian Hospital and Medical Center CEH at least three (3) working days prior to scheduled appointment.
  7. Asian Hospital and Medical Center accepts payments by Cash, Credit Cards (all major cards), Manager's or Cashier's checks.
- For **company, HMO** and/or **insurance accounts** please fax the Letter of Authorization (LOA) to 771-9000 Local 5904 at least twenty four (24) hours prior to the scheduled appointment for verification. Present the original LOA and Company/Membership ID to the CEH staff on the day of your appointment. The same documents will be requested during the registration. **In the absence of the LOA, self-pay policy will apply.**
  - For **self-pay accounts**, CEH Packages are paid directly at the Cashier, after registration.
  - For **company** and/or **insurance accounts**, please fax the Letter of Authorization (LOA) to 771-9000 Local 5904 at least twenty four (24) hours prior to the scheduled appointment for verification. **Present the original LOA and Company/Membership ID to the Admission Staff** on your admission date. **In the absence of the LOA, self-pay policy will apply.**
  - For senior citizens, **please present your senior citizen ID to the Admission Staff.**



- **For self-pay accounts**, CEH Packages are paid directly at the Cashier, after registering at the Admission Office. Asian Hospital and Medical Center accepts payments by Cash, Credit Cards (all major cards), Manager's or Cashier's checks.
  - CEH would like to ensure your safety and maintain efficiency of service. Please be advised that **only one (1) companion per patient is allowed to stay with you overnight**. We also advise to **avoid bringing children below seven (7) years old** to avoid unnecessary exposure to hospital illnesses.
  - For patients with additional test request under an accredited Company, Insurance or HMO, a copy of Letter of Authorization must be requested prior to the test
8. For patients under an accredited Company, Insurance or HMO, a copy of the medical results of your package will be given upon discharge. For self-pay clients, original medical results will be provided.
  9. CEH patients are entitled to **FREE parking** at the hospital's basement parking area. Please bring your parking ticket and present it to the Cashier on duty after payment for validation.
  10. For cancellation of your appointment, please call the Asian Hospital and Medical Center CEH at least three (3) working days prior to scheduled appointment.
  - 11. In our drive to maintain patient safety and security, leaving the hospital premises before the completion of their ECU is not permitted**

Thank you for choosing Asian Hospital and Medical Center for your Executive Check-up. For concerns and other queries, please contact us at the CEH direct line (632) 876-5796.

Conforme: \_\_\_\_\_  
(Name and Signature)

Date: \_\_\_\_\_

*Please sign and send this form back through fax or email to the CEH office for validation and confirmation.*

*Fax number: 771-9000 local 5904*

*Email address: [exechealth@asianhospital.com](mailto:exechealth@asianhospital.com)*

Thank you for choosing Asian Hospital and Medical Center for your Executive Check-up. For concerns and other queries, please contact us at the CEH direct line (632) 876-5796.

Conforme: \_\_\_\_\_ Date: \_\_\_\_\_  
(Name and Signature)

*Please sign and send this form back through fax or email to the CEH office for validation and confirmation.*

*Fax number: 771-9000 local 5904 Email address: [exechealth@asianhospital.com](mailto:exechealth@asianhospital.com)*